

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814



November 19, 1996

COUNTY FISCAL LETTER NO. 96/97-32

ALL COUNTY LETTER NO. 96-63

REASON FOR THIS TRANSMITTAL

- ☐ State Law Change
- ☒ Federal Law or Regulation Change
- ☐ Court Order or Settlement Agreement
- ☐ Clarification Requested by One or More Counties
- ☐ Initiated by CDSS

TO: COUNTY WELFARE DIRECTORS
COUNTY FISCAL OFFICERS

SUBJECT: STATISTICS ON AID TO FAMILIES WITH DEPENDENT CHILDREN (AFDC)-
FAMILY GROUP/UNEMPLOYED PARENT (FG/U) AND FOSTER CARE (FC)
CHILDREN NEEDED TO IMPLEMENT THE EDUCATION CONSOLIDATION
AND IMPROVEMENT ACT OF 1981 FOR OCTOBER 1996

This letter transmits instructions for the collection and reporting of 1996 data for federal fund allocations under the Education Consolidation and Improvement Act (ECIA) of 1981. The enclosed statistical forms, CA 802 and 803, will be used for compiling data required by Chapter I of the ECIA.

Grants under Chapter I of the ECIA are to provide services for educationally disadvantaged children. Distribution of these funds is made by the California Department of Education (CDE) to the county school districts.

To assist in the allocation of ECIA, Chapter I funds, the County Welfare Department is to release to county superintendents of schools and/or superintendents of school districts and their representatives upon request, the address of each AFDC-FG/U child, ages 5 through 17, in AFDC families receiving a cash grant. This information may be a computer or manual listing, and should display separately, families receiving a grant of \$1,300.01 (or more) and \$1,300.00 (or less). The determining factors in appropriating funds to the individual schools are based on the child's residence, given the grant level for the year of reporting. For purposes of preparing the ECIA annual report to the school district, it is not a requirement that the name of the school attended by the child be given.

The review month for the ECIA report on AFDC-FG/U and FC children will be October 1996. Only federally eligible AFDC-FG/U children and all FC children placed in family homes (non-group home placements) who receive public funds will be counted for purposes of this

report. Also, both AFDC-FG/U and FC children must be age 5 through 17 and born in the period November 1, 1978 through October 31, 1991. All grants/payments issued for the month of October 1996 are to be reported even though the warrant may have been issued in another month. Each county must use the integrated payroll. No sampling or estimating may be used in preparing these reports.

The form and instructions for reporting on AFDC children are enclosed and reflect those changes appropriate to process the October 1996 ECIA reports. A supporting list of only those federally eligible children ages 5 through 17, in AFDC families receiving grants of \$1,300.01 or more is required, as stated in the instructions outlined in Report Item 3 on the reverse side of Form CA 802. Do not submit to the California Department of Social Services a list of federally eligible children in families receiving grants less than this amount.

For reporting purposes, FC children include all children placed in 24-hour out-of-home care, who receive federal, state or county funds. The exception to this is children placed in group homes. The reporting of FC children is to be compiled separately for in-county and out-of-county placements.

In-county placements are those children who are aided by your county and reside in your county. Out-of-county placements are those children who are aided by your county but reside in another state or county. Again, reportable children are those age 5 through 17. Do not report children aided by another state or county. No supportive list is required for FC children. The due date for these reports is December 2, 1996.

Division 19, Confidentiality of Information Manual of Policies and Procedures, Section 19-004.61 and 19-004.62, states:

"Confidential case information may be released to county superintendents of schools and superintendents of school districts, and their representatives, as necessary for the administration of federally-assisted programs which provide assistance in cash, in-kind, or services directly to individuals on the basis of need. If such confidential information is released, the superintendent shall be informed of the criminal prohibition against the use or disclosure of such information for any purpose other than that for which it was obtained."

"Information concerning the number of AFDC families living within a particular school district requested to support entitlement to funds under the Elementary and Secondary Education Act (ESEA) may be released to authorized representatives of the school district. A signed agreement with the school district stating that the confidential information obtained will only be used for purposes of fund claiming under the ESEA and that the district understands that there is criminal penalty for release or use by the school district for any other purpose shall be obtained. This prohibition includes the use of the confidential records to identify applicants or recipients to school teachers and administrators."

All County Welfare Directors
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Welfare offices are to disclose only the information required to meet the CDE surveyor's needs. Addresses may not be retained after the survey is completed, and no one but the surveyors themselves may have access to the information.

If there are any questions regarding these reports, please contact Levy St. Mary, Associate Governmental Program Analyst, Families' Section, Information Services Bureau, at either CALNET 453-5170 or (916) 653-5170.


JARVIO A. GREVIOUS
Deputy Director
Administration Division

Enclosures

c: CWDA

Statistical Report on
AFDC FG/U RECIPIENTS AGES 5 — 17
Needed to Implement the
EDUCATION CONSOLIDATION AND IMPROVEMENT ACT OF 1981

Date:	
County:	
Report Month:	October 1996

1. AFDC FG/U families with federally eligible children, ages 5 — 17
and federally eligible children, ages 5 — 17

a. Amount of grant classification

b.

Number of:	
Families	Children
TOTAL.....	
Grants \$1,300.00 or less *	
Grants \$1,300.01 or more	

* Do not include zero-grant cases.

2. All AFDC FG/U families **regardless** of federal eligibility, ages of children or amounts of grant.

a. Number of families:

3. Attach a supporting list for the families and children receiving a grant of \$1,300.01 or more per month.

Person to contact regarding this report:

Telephone number:

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REF: 26-851

**STATISTICAL REPORT ON AFDC FG/U RECIPIENTS
AGED 5-17 NEEDED TO IMPLEMENT THE EDUCATION
CONSOLIDATION IMPROVEMENT ACT OF 1981 — OCTOBER 1996**

INSTRUCTIONS FOR FORM CA 802

REPORT ITEM 1. ALL AFDC FG/U FAMILIES WITH CHILDREN AGES 5-17:

Enter in Item 1b, Column 1, by amount of AFDC FG/U grant classification (Item 1a), the total number of families with at least one federally eligible child, ages 5-17. Exclude from the count of families all cases with no children ages 5-17, nonfederally eligible children ages 5-17, and all zero grant cases. Report only those cases receiving a money payment for the month of October 1996, even if the check was issued in the prior month.

Enter in Item 1b, Column 2, the total number of federally eligible children ages 5-17 in those families. Exclude all children less than 5 or more than 17 years of age (even if they are members of an included family).

REPORT ITEM 2. ALL AFDC FG/U FAMILIES REGARDLESS OF FEDERAL ELIGIBILITY, AGES OF CHILDREN OR AMOUNTS OF GRANT:

Enter in Item 2a (provided from the October 1996 integrated payroll) the **total** number of AFDC FG/U families **regardless** of federal eligibility, ages of children or amounts of grant.

REPORT ITEM 3. SUPPORTING LIST ATTACHED:

For the families and children reported; receiving a cash grant of \$1,300.01 or more, prepare a supporting list with the following information **listed in case number sequence** under the following headings:

**State Case Number
(including FBU and
Person Numbers)**

**Amount of October
AFDC Grant
Exceeding \$1,300.01**

Federally Eligible AFDC Children (5-17)
Name Birthdate

The October 1996 AFDC FG/U grant is defined as the cash payment shown on the October 1996 integrated payroll.

To minimize errors and resulting correspondence, please apply the attached Survey Check List to the supporting list to ensure that the correct number of cases and children ages 5-17, receiving a grant in October 1996, are being reported. Submit list with completed reports.

This report is due in Information Services by **November 22, 1996**.

Statistical Report on
CHILDREN IN FOSTER CARE
Needed to Implement the
EDUCATION CONSOLIDATION AND IMPROVEMENT ACT OF 1981

Date:	
County:	
Report month:	October 1996

Report separately the total number of foster care children placed in-county (Item 1.a) and the total number of foster care children placed out-of-county (Item 1.b) who are 5 through 17 years of age (born November 1, 1978 through October 31, 1991), reside in family homes (non-group home placements) and receive public funds. In-county placements are those children aided by your county and reside in your county. Out-of-county placements are those children aided by your county and reside in another state or county. Do not report children aided by another state or county. Public funded programs for children in California include Title IV-E and the state-only Aid to Families with Dependent Children - Foster Care (AFDC-FC) Program; Title IV-B, Child Welfare Services Program (only Specialized Child Protective Services); public agency foster homes; and placements ordered by the courts when care is paid with public funds. For purposes of this report, family homes include licensed foster family homes, license-pending foster family homes, the home of a relative or nonrelated legal guardian, licensed small family homes and the certified home of a foster family agency. Do not include children placed in group homes (institutions) in this report. They are not funded under Public Law 95-480. Enter the total number of reportable children in Items 1., 1.a., and 1.b. below, as appropriate.

The report period should be as of October 31, 1996. If another date in October is more convenient for compiling the data, it may be used and specified below; however, the child may not have been reported in the AFDC FG/U totals on Form CA 802.

This report is **due** in the Information Services Bureau by **November 22, 1996**.

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1. Total number of children ages 5 — 17 in non-group home
Foster Care (a + b, below).....
- a. In-County total number of children ages 5 — 17
- b. Out-of-County total number of children ages 5 — 17

Reports as of
October 31, 1996

Person to contact regarding this report:

Telephone number:

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REF: 26-851

EDUCATION CONSOLIDATION AND IMPROVEMENT ACT OF 1981

SURVEY CHECK LIST FOR FORMS CA 802 and CA 803

October 1996

DATE: _____

COUNTY: _____

The following edits have been made of the data needed for Allocation of Fiscal Year 1996-97, Education Consolidation and Improvement Act of 1981, Chapter I funds:

A. All four summaries have been completed and are attached:

- | | CHECK
BOX |
|---|--------------------------|
| 1. The total number of AFDC FG/U Family Budget Units and Federally Eligible Children ages 5 through 17 receiving grants of \$1,300.01 or more and those receiving grants of \$1,300.00 or less.
(Form CA 802, Report Item 1) | <input type="checkbox"/> |
| 2. Totals from the entire October 1996 integrated payroll for total AFDC FG/U families regardless of federal eligibility, ages of children or amounts of grants.
(Form CA 802, Report Item 2) | <input type="checkbox"/> |
| 3. A supporting list of federally eligible children ages 5 through 17 in AFDC families receiving grants of \$1,300.01 or more detailing information about each included case | <input type="checkbox"/> |
| 4. The total number of all children ages 5 through 17 in Non-Group home Foster Care.
(Form CA 803, Report Item 1) | <input type="checkbox"/> |
| B. Total Report Item 1b (Form CA 802), for grants of \$1,300.01 or more and support list total match | <input type="checkbox"/> |
| C. Only program codes 3P, 3R, 30, 32, 33 and 35 are represented (Form CA 802) | <input type="checkbox"/> |
| D. The data contain no birth date of a federally eligible child before November 1, 1978 or after October 31, 1991. | <input type="checkbox"/> |
| E. Each included case has at least one federally eligible child with a birth date falling on November 1, 1978 through October 31, 1991 inclusive..... | <input type="checkbox"/> |
| F. Each case and grant appear on the October 1996 integrated payroll | <input type="checkbox"/> |
| G. Each case has been counted in the appropriate grant group of (\$1,300.01 or more and \$1,300.00 or less) | <input type="checkbox"/> |
| H. No child is reported on both the CA 802 and CA 803 Reports | <input type="checkbox"/> |

All of the data submitted in Statistical Reports CA 802 and CA 803 and supporting listings are correct and accurate as determined by the edit items listed and checked above. All statements made pertaining to the accuracy of the data submitted are true and accurate.

Signed: _____
(Person completing edit checks)

Phone: () —

(Person to contact regarding report)